



FROM	NAME & TITLE	ERIC W. TISO, SITE PLAN REVIEW COMMITTEE CHAIR
	AGENCY NAME & ADDRESS	LAND USE AND URBAN DESIGN DIVISION DEPARTMENT OF PLANNING 417 EAST FAYETTE STREET, 8 <sup>TH</sup> FLOOR
	SUBJECT	SITE PLAN REVIEW COMMITTEE MINUTES FOR JUNE 16, 2010

CITY of  
BALTIMORE  
**MEMO**



TO

DATE: July 2, 2010

Mr. Stanford Leach, Parking Authority  
Mr. Kirkland Gabriel, DOT TEC  
Ms. Valorie LaCour, DOT Planning  
Mr. John Thumbi, DOT Traffic  
Mr. Bill Beatty, Department of General Services  
Dr. Nollie P. Wood Jr., Mayor's Office  
Ms. Miriam Agrama, DHCD Plans Examining  
Mr. Geoff Veale, Zoning Administrator  
Mr. David Tanner, BMZA

In attendance were:

- Eric Tiso, Gary Letteron, Anthony Cataldo, Melvin Hicks, Martin French and Ervin McDaniel for the Department of Planning;
- Mariam Agrama and Milan Rai for HCD Plans Examining;
- Kirkland Gabriel, Robert Ferguson and Scott Adams for the Department of Transportation;
- Stanford Leach for the Parking Authority;
- Dr. Nollie Wood, Jr. for the Mayor's Commission on Disabilities; and
- James Carroll for the Department of Public Works.

### **Agenda**

1. 301 North Eutaw Street – MTA Parking Lot Expansion (revised plans)
2. 700 South Ann Street – Townhouse Development
3. 1101 East Fort Avenue – South Baltimore Park Little League

### **Plans Update**

1. 501 South Chapel Street – Infill Townhouse and Internal Garage – Accepted

## **301 North Eutaw Street – MTA Parking Lot Expansion (revised plans)**

**Zoning:** B-4-2

Plans Date: 21 May 2010

**Block/Lot:** 0577/026

**Urban Renewal:** Market Center URP

**Environmental:** None

**Historic:** None

**Total Site Area:** ±0.432 Acres

**Gross Square Footage:** Not Listed

In addition to Committee Members and Planning staff, in attendance was:

- William Fiorello, MTA; and
- Brian Pietryka, AECOM.

### **Project Summary:**

The MTA is standing up a new division, and will locate that function in this office building. For that reason, additional parking will be helpful to their operations. The existing plaza is underused, and it would be a more efficient use of space to convert it to a parking lot. Additional space partially underneath the building will also be converted to parking with access from West Saratoga Street. Due to elevation changes, the two new parking lots will not be interconnected.

### **Comments & Issues:**

- Environmental/Landscaping:
  - One street tree on West Saratoga Street will need to be relocated since it will be impacted by the new curb cut.
  - The existing planter boxes on-site will be lost, but new planters will be built. Coordinate the landscaping plan with Gary Letteron in the Office of Sustainability at 410-396-4369.
- Parking/Traffic:
  - Due to post-9/11 requirements for site security, the cost for rearranging the adjacent main lot as discussed in the last review is cost-prohibitive and did not result in any gain in parking spaces. DOT representatives accepted the proposed curb-cut on North Eutaw Street, notwithstanding the close proximity to the existing curb cut to the main lot.
  - Ensure a minimum 20' aisle to access the proposed four parking spaces accessed from North Eutaw Street. The committee recommends that this lot be signed for handicapped and staff/security parking only, to minimize the number of vehicles that enter/exit this lot looking for closer parking.
- Accessibility:
  - The parking surface of the North Eutaw Street will be flush with the sidewalk surface, and will be protected by two bollards. The proposed handicapped parking space is immediately adjacent to the main entrance.

**Next Steps:**

- Submit two complete paper sets of revised plans and one set in .pdf format for final approval and stamp.

**NOTE:**

- **Approvals of site plans are contingent upon the applicant fulfilling all the site plan requirements, Subdivision Rules and Regulations, Zoning Code requirements, Forest Conservation requirements, Critical Area and related environmental controls, Traffic Impact Study requirements, and addressing all comments provided by the Site Plan Review Committee during and after the plan review process.**
- **All approved final site plans must be stamped.**

## **700 South Ann Street – Townhouse Development**

**Zoning:** B-2-2

Plans Date: 16 June 2010

**Block/Lot:** 1845 013

**Urban Renewal:** None

**Environmental:** Chesapeake Bay Critical Area, Floodplain.

**Historic:** None, adjacent to local landmark.

**Total Site Area:** ±62,290 sqft (±1.43 Acres)

**Gross Square Footage:**

- **Townhomes:** ±45,000 sqft
- **Church Building:** ±12,928 sqft
- **School Building:** ±15,036 sqft

In addition to Committee Members and Planning staff, in attendance was:

- Larry Silverstein, Union Box Company;
- Rehanna Tallin, Union Box Company;
- Janelle Bodenburt, Urban Design Group; and
- Michael Burton, Urban Design Group.

### **Project Summary:**

This is the site of the former St. Stanislaus Catholic Church and School. The school and former church building will be retained. The school building will continue to be used as a school. The future use of the former church building is not yet determined. This project proposes to build ten new townhomes along Aliceanna Street and eight along South Register Street, between the remaining buildings in their respective blockfaces. The townhomes are proposed to be approximately 16' by 55', four stories in height, with upper floors stepped back.

### **Comments & Issues:**

- **Environmental/Landscaping:**
  - This site is located entirely within the Chesapeake Bay Critical Area (CBCA) and must meet applicable requirements. No civil engineering has been done on this project to date, and the floor elevations have not been determined yet. More detail will be provided in the follow-on review.
  - A portion of the site is also located within the new boundaries of the floodplain. Contact Ken Hranicky for guidance as designs are being developed, 410-396-9508.
  - Coordinate landscape plan with Gary Letteron in the Office of Sustainability, 410-396-4369.
- **Parking/Traffic:**
  - Front-loading garages are proposed for the townhomes on South Register Street. There is currently no on-street parking, due to the narrowness of South Register Street (15' approximate paved width). The homes will be set back five feet from the front property line to allow for more maneuvering room to access the internal garages. Brick driveways are proposed to provide a pedestrian connection that does not now exist. Please show this detail in the next plan revision.

- Some utility poles may need to be removed to accommodate the proposed garage parking. Utilities may be moved to the private drive between the former church and the rears of the Aliceanna townhomes.
- Trash pick-up could be done on either the street frontage, or in the rear through the parking lot.
- Please add a note acknowledging that a Residential Parking Permit (RPP) area is in effect in this vicinity. The project cannot rely on off-site parking in the neighborhood.
- Accessibility:
  - Some of the proposed homes should be accessible or at least visitable. Once floor grades are determined, indicate which units are accessible or visitable.
  - Consider how the former church building could be made accessible before its use is determined. It will likely be easier to make required alterations now, before the building is converted and re-occupied.
- CHAP:
  - There is a local landmark, the “Four Bay House,” in the center of south side of Aliceanna Street that will be retained. Coordinate with Eddie Leon in the Historic and Architectural Preservation Division for guidance, 443-984-2727.
  - The landmarked Four Bay House will be retained and renovated, and may be used as two dwelling units.
- Zoning Analysis/Board of Municipal and Zoning Appeals (BMZA):
  - Some variances to lot area and rear yard setbacks may be required. These will be determined in detail as the home designs are developed.
- Plan Adjustments/Missing Site Plan Elements:
  - Include handicapped symbol on handicapped parking spaces on the school portion of the lot.
  - Correct scale (1’:10’ is shown, vs. 1’’:20’ as drawn).
- Plan/Permits Review:
  - All townhouses will require sprinklering.

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## **1101 East Fort Avenue – South Baltimore Park Little League**

**Zoning:** M-3

Plans Date: 7 June 2010

**Block/Lot:** 2039/005-006

**Urban Renewal:** None

**Environmental:** Chesapeake Bay Critical Area

**Historic:** None

**Total Site Area:** ±3.89 Acres

**Gross Square Footage:** Not Listed

In addition to Committee Members and Planning staff, in attendance was:

- Fred Thompson, Gower Thompson;
- Scott Huot, Floura Teeter; and
- Dominic Wiker, 28 Walker, LLC.

### **Project Summary:**

This is part of a site owned by the South Baltimore Park Little League, and proposes to reconfigure one of the ball fields, and construct a new parking lot on the southern portion of the property. The reconfigured field will be used for tee-ball for the youngest players.

### **Comments & Issues:**

- Environmental/Landscaping:
  - A small portion of the site is located within the Chesapeake Bay Critical Area (CBCA), but this portion will not be affected by the proposed development.
  - Determine if the limit of disturbance area will disturb more than 20,000 sqft of area. If so, compliance with the Forest Conservation program is required; please add a note to that effect.
  - Porous pavement is proposed to be used in the new parking lot, as per a conversation with DPW stormwater management staff.
- Parking/Traffic:
  - A portion of Woodall Street will be closed and maintained as a private street. In exchange for access, McHenry Row will have access to a portion of the open space on this site.
- Accessibility:
  - Handicapped accessible parking is required for the proposed lot, in the appropriate ratio. Of the three spaces that are required, two van-accessible spaces should be located in the existing smaller lot, and one accessible parking space should be provided in the new lot.
  - New hard-surfaced paths will be provided that will aid in making the site more accessible, including a proposed picnic pavilion.

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